

Approved For Release 2000/08/21 : CIA-RDP78-06215A000100030010-4

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3 September 1974

MEMORANDUM FOR: Members of the Curriculum Committee
SUBJECT : Agenda for the Meeting of 5 September 1974

1. The Curriculum Committee will meet on Thursday,
5 September 1974 at 0930 hours in the DTR conference room.

2. The agenda: Senior Seminars ([REDACTED] - 1 1/2 hours)

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[REDACTED]
Chairman
Curriculum Committee

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9 September 1974

MEMORANDUM FOR: Members of the Curriculum Committee

SUBJECT : Minutes of the 5 September 1974 Meeting
of the Curriculum Committee

1. On 5 September 1974, the Curriculum Committee met in the DTR conference room at 0930 hours. Present were

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2. Minutes of the previous meeting. [REDACTED] asked about the resolution of the item Academic Credit and whether a policy paper had been written. [REDACTED] informed him that a policy paper had been written and was being coordinated with the General Counsel's office in connection with a case. As soon as the policy paper is returned from the General Counsel's office, it will be once again coordinated with the Registrar Staff and submitted to the Director of Training to be put out as either an OTR Notice or an Agency Notice. The position of the policy paper was that OTR will normally not provide training information to employees or ex-employees, however, will consider exceptions when providing such information is in the best interests of the Agency rather than the individual. [REDACTED] noted that the minutes did not contain any reference to a discussion regarding coordination of Ops Support scheduling with the Field Administration course. The chairman accepted this correction and so amends the previous minutes. The chairman further stated that he will ask [REDACTED], MATP, to contact the [REDACTED] and to discuss this situation and to see if there is in fact a problem of scheduling and to remedy the problem in an appropriate manner.

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3. Chiefs of Station Seminar. [REDACTED] of the Intelligence Institute briefed the committee on the Chiefs of Station Seminar noting that each year there are normally about 60 eligible people for the course. The course is offered three times a year--February, April, and June--averaging about 15 persons per course. The course is run

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STATINTL five or six times hours a day for a two-week period and serves the needs of DDO Chiefs of Base and Chiefs of Stations as well as their deputies. He noted that in the recent past, OTS has sent some of their senior field people to this course as well. [REDACTED] raised the question as to whether Chiefs of Base and Chiefs of Station should also have the AOC. Some members felt that this would be desirable, but others noted that all participants of the Chiefs of Station course do not need the AOC. It was then recommended that Training Officers be apprised of the possibility of Chiefs of Station and Chiefs of Base being offered the option of taking the AOC. This information should be given them during the upcoming Training Officers' Conference.

STATINTL 4. Advanced Intelligence Seminar. [REDACTED] STATINTL briefed the group on the Advanced Intelligence Seminar, noting that the course is generally for GS-13's and above with an occasional GS-12 attending. In recent runnings of the course, there has been less emphasis on Agency and intelligence activities and more on national security, foreign affairs, and domestic activities as they impinge on intelligence. [REDACTED] STATINTL stated that the AIS runs 3 times per year--in December, January, and June--with approximately 25 persons per course. There are normally twice as many applicants as the course can take care of. [REDACTED] STATINTL noted that the course has an unusually high number of women attending.

STATINTL 5. Senior Seminar. [REDACTED] STATINTL briefed the committee on the Senior Seminar noting that the Senior Seminar runs twice a year, lasts nine weeks, and is in session from September to November and from March into May. The course runs with 20 officers maximum and a minimum of 15. There was a good deal of discussion as to the reasons for DDO nominations not coming in as strong as they have been in the past and the implications of this trend for the seminar in the long range. [REDACTED] STATINTL noted that this matter has been brought to the attention of Mr. Blake, and that they are hoping for a chance to resolve this problem in the future. [REDACTED] STATINTL raised the issue that the course might be too long for DDO members, however, no decisions resulted from examining [REDACTED] comment.

6. The chairman briefed the committee on the following.

a. He informed the committee of the Director of Training's request that the Curriculum Committee look into the matter of sequencing of the CT

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Training Program if a realized five-week analyst training course were included for all CTs. The question was also raised as to whether the committee should examine the question of whether all Career Trainees should be exposed to this training. Committee members felt that they needed a good deal of information about the impact of such a change on their units and on the curriculum of OTR. They suggested that each affected unit prepare an impact statement for consideration by the task force which examines this question. After that, the Committee should review the task force's findings. Further, committee members should be provided with the schedule and objectives of the revised IPC as well as the CTP paper prepared by [REDACTED].

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b. The committee was briefed on a proposed modification of the Advanced Management Program which will consist of a six and a half-day package concerned with assessment development to be given by the Center for Creative Leadership in Greensboro, North Carolina. The proposed program consists of the students taking a number of psychological tests, evaluating their own leadership potential talents, being taught good leadership principles, and then formulating a plan to improve their leadership techniques on the job after the program.

7. The chairman reminded the members that the committee had agreed to weekly meetings during the month of September in order to finish the evaluation of OTR curriculum. It was agreed that the agenda for the 12 September meeting would be concerned with the activities of Headquarters Operations Training.

[REDACTED]

Chairman, Curriculum Committee

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Advanced Intelligence Seminar Objectives

Starting with ^{a/}the brief overview of significant developments and problems facing CIA and its place in the Intelligence Community, members of the Advanced Intelligence Seminar should:

1. Increase their knowledge of selected international trends that affect U.S. foreign policy and national security interests; and
2. Obtain an understanding of important issues and problem areas in American society which are relevant to CIA and to its personnel.

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Chiefs of Station Seminar Objectives

1. The COS Seminar should assist members in their preparation for field assignments through a review of their responsibilities as designated Chiefs of Station, Deputy Chiefs of Station, and Chiefs of Base.

2. Members should obtain a better understanding of pertinent operational and administrative subject matter and the importance of their management function.

3. Seminar members should add to their functional knowledge through the sharing of experience in discussion with each other and senior officials invited to give individual presentations.

4. Members should gain a better understanding of the Agency's current policies, procedures, and operational goals.

1 August 1974

CIA Senior Seminar Objectives

1. Members of the CIA Senior Seminar should gain a broad understanding of pressures and problems facing CIA management, processes of change within the Agency and trends affecting its external relationships.
2. Seminar members should acquire insight into their role as managers and sharpen their appreciation of others with whom they work or have contact.
3. Seminar members should increase their knowledge of current U.S. foreign and national security policies and those developments abroad which are CIA's intelligence collection and analysis targets.
4. Seminar members should obtain an understanding of issues and trends in American society which are relevant to CIA as an organization.

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